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State agencies offering IPER disaster protection training

PIERRE, SD – The South Dakota State Historical Society, joined by three other state agencies, is offering training to help state and local governments protect essential records before, during and after disasters.

The training – offered by the State Historical Society-Archives, Bureau of Information and Telecommunications, Office of Emergency Management and Bureau of Administration-Records Management -- will focus on records that protect the health, safety and property of residents, and those that are essential for the resumption of government operations after a disaster.

The team is participating in the Intergovernmental Preparedness for Essential Records (IPER) project, a nationwide effort to develop and deliver training to state and local governments about how to protect essential records during emergencies. The project is supported by a grant from the Federal Emergency Management Agency (FEMA) and conducted by the Council of State Archivists.

The IPER curriculum is based on existing National Archives training, with adaptations designed to address the requirements and circumstances unique to state and local governments. Two free webinar courses are currently open for registration:

- The *Essential Records* course teaches participants to identify and prioritize critical records, assess risks to their records, and mitigate those risks to protect records. The class starts Nov. 8 and is twice a week for two weeks.
- *The Records Emergency Planning and Response* course will prepare participants to relate records planning to Continuity of Operations planning, develop and test a Records Emergency Action Plan, and develop a response plan to recover damaged records after an emergency. The class starts Dec. 6 and is also twice a week for two weeks.

Registration is taken on a first-come, first-served basis, with attendance limited to 30 people. The courses are approved and certified by FEMA and are recommended for FEMA's Professional Continuity Professional Level I certificate. The International Institute of Municipal Clerks will grant one Certified Municipal Clerk Experience point or

one Master Municipal Clerk Advanced Education point for each course. The IPER webinars also count toward the Local Government Archives and Records Administration Certificate offered by the National Association of Government Archives and Records Administrators.

To learn more about the IPER Project, visit <http://www.statearchivists.org/iper>, or contact Chelle Somsen at the South Dakota State Archives at (605) 773-3804 or chelle.somsen@state.sd.us.

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The South Dakota State Historical Society is a division of the Department of Tourism. The Department of Tourism is comprised of Tourism, the South Dakota Arts Council, and the State Historical Society. The Department is led by Secretary James D. Hagen. The State Historical Society is headquartered at the South Dakota Cultural Heritage Center in Pierre. The center houses the society's world-class museum, the archives, and the historic preservation, publishing and administrative/development offices. Call (605) 773-3458 or visit www.history.sd.gov for more information. The society also has an archaeology office in Rapid City; call (605) 394-1936 for more information.